

11 DEC 1981

MEMORANDUM FOR: Director of Security

THROUGH: Deputy Director of Administration

FROM: John H. Stein
Deputy Director for Operations

DD/A REGISTRY

FILE: 26

SUBJECT: Equipment Used Overseas for the
Emergency Destruction of Records

1. The simulated emergency destruction exercises carried out recently by a number of overseas stations produced some provocative and disturbing results. It is evident that a great many things require attention. Destruction plans need to be improved, personnel need to be trained in destruction procedures and equipment operation, and some classified record holdings must be further reduced. Field personnel, under the guidance of our records managers and the Office of Security/Overseas Security Support Branch, are moving to correct these deficiencies. We believe one other area also needs our joint attention - that of destruction equipment, particularly disintegrators, incinerators, and emergency power sources.

2. Although this equipment may perform satisfactorily under normal conditions, we have found that under the pressures of emergency conditions, where destruction must be carried out for sustained time periods, both types of destruction equipment function at reduced capacities and inconsistent reliability. The exercises also demonstrated that the equipment is not sufficiently easy to operate and maintain under emergency conditions. The equipment requires levels of maintenance and operator training/familiarity which are unrealistic to achieve and sustain. Equally of concern is the high power requirements of this equipment, and the spotty success achieved to date in obtaining reliable emergency power sources. Our conclusion is that existing destruction equipment and emergency power sources do not perform to desired levels of capacity, efficiency and reliability.

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INTELLIGENCE SOURCES
AND METHODS INVOLVED

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3. We would, therefore, like to work with you in developing new approaches, technologies and/or philosophies for destruction of material in overseas facilities. I have asked Bill Donnelly, Chief, Information Management Staff, to pursue this on behalf of this Directorate and would appreciate your thoughts on an approach to improving emergency destruction equipment for the field.

John H. Stein
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